

Issued:	30/7/2015
<i>Replaces:</i>	12/5/2014
<i>Review Due:</i>	30/7/2016

Policy Statement

Partek are general builders in construction and interiors for commercial projects. Our vision is to become recognized as the commercial builder of choice for employees and clients.

Partek recognises our responsibility is to provide reliable products of a consistently high quality, which comply fully with the relevant specifications and contract documents, addressing the needs and expectations of our clients, whilst fulfilling our responsibilities for work health and safety and the environment.

Partek further recognises that the diligent operation of a management system that integrates the requirements of Quality, Safety and Environmental standards (in accordance with AS/NZS ISO 9001:2008, AS 4801:2001; ISO 14001:2004) will produce the efficient and effective execution of works that will minimize and where possible prevent the risk of: errors and rework; workplace incidents, injuries & illnesses; and pollution.

To achieve an effective management system top management are committed to three goals and a series of objectives with targets and key performance indicators where appropriate, which are reviewed and updated via a three-part Business Improvement Plan at Quality Assurance Meetings, Safety Committee Meetings and Environmental Management Meetings as appropriate and monitored via Management Review Meetings.

Our goals are to:

- Implement, maintain, monitor, continuously improve and document our integrated quality, safety and environmental management system via a Management Manual;
- Identify and meet legal and other requirements related to our business; and
- Consult and communicate this policy and all other relevant elements of our system with relevant parties (workers, contractors, clients, visitors, the public) as appropriate.

Everyone at Partek has a role to play in the success and effectiveness of our integrated management system. Specific accountabilities and responsibilities are documented within position profiles, however it is appropriate to note that there are three key positions with responsibilities for the integrated management system and these are:

- The Quality Management Representative as required by AS/NZS ISO 9001:2008 (Office Administrator);
- The Safety Management Representative as required by AS/NZS 4801:2001 (Operations Director); and
- The Environmental Management Representative as required by AS/NZS ISO 14001:2004 (Project/Environment Manager).

This policy is to be reviewed annually at the Management Review Committee or sooner should one of the key position representatives change to ensure its ongoing appropriateness.



Managing Director

Operations Director

30/7/2015

Date